Audit Course Important Questions with Answers

1. What is planning and preparation in research paper writing?
2. Define Paraphrasing and Plagiarism
3. What is Word order? Give suitable examples
4. Describe disadvantages of writing long paragraph?
5. Describe the followings: 1) Plagiarism 2) Self Plagiarism 3) Paraphrasing 4)Abstract
6. Explain key skills needed to write introduction of research paper
7. Elucidate the different Sections of a Research Paper.
8. What is the Basic English Word Order? Discuss the four elements for making a sentence.
9. How to avoid Ambiguity and Redundancy in a Research Paper?
10. Write an abstract for your own research area with suitable title and keywords.
11. . Briefly explain how to structure a paragraph?
12. Bring out the concept of concise and removing Reduntancy in a research paper?
13. Explain how to avoid ambiguity and vagueness while writing research paper.

What do you mean by planning and preparation for research writing?

Planning and Writing a Research Paper: Decide Your Point of View, or Role, for Your Research.

Planning and Writing a Research Paper: Draw Conclusions. Planning and Writing a Research

Paper: Find a Topic and Get an Overview. Planning and Writing a Research Paper: Manage Your Resources.

A research plan is a framework that shows how you intend to approach your topic. The plan can take many forms: a written outline, a narrative, a visual/concept map or timeline. It's a document that will change and develop as you conduct your research.

Components of a research plan

1. Research conceptualization - introduces your research question

2. Research methodology - describes your approach to the research question

3. Literature review, critical evaluation and synthesis - systematic approach to locating,

reviewing and evaluating the work (text, exhibitions, critiques, etc) relating to your topic

4. Communication - geared toward an intended audience, shows evidence of your inquiry

2. Plagiarism means using someone else's words or ideas and passing them off as your own. Paraphrasing means putting someone else's ideas in your own words. So when does paraphrasing count as plagiarism? Paraphrasing is plagiarism if you don't properly credit the original author.

What is the difference between plagiarism and paraphrasing?

Plagiarism means using someone else’s words or ideas and passing them off as your own. **Paraphrasing** means putting someone else’s ideas in your own words.

So when does paraphrasing count as plagiarism?

- Paraphrasing **is** plagiarism if you don’t properly credit the original author.
- Paraphrasing **is** plagiarism if your text is too close to the original wording (even if you cite the source). If you directly copy a sentence or phrase, you should quote it instead.
- Paraphrasing **is not** plagiarism if you put the author’s ideas completely in your own words **and** properly cite the source.

Explain “breaking up long sentences” and write the advantages of short sentences

Good writing consists of a mixture of short and long sentences. Short sentences have punch and are a great way to emphasize important points. Longer sentences add rhythm to your writing. By using both short and long sentences, you add interest and drama to your writing that keeps your readers' attention. Incorporating variety in academic writing eliminates monotony, generates emphasis where required, and aids the reader in recognizing connections between different points. If you find that your sentence is as lengthy as a paragraph or about 40–50 words, break it down to shorter sentences.

Short paragraphs create more white space, which helps to reduce visual clutter and improve readability. Second, they help you to focus on one main idea per paragraph, which makes your content more clear and coherent. Third, they create a sense of rhythm and pace, which keeps your readers interested and engaged.

Short sentences have many advantages, including:

- **Clarity**: Short sentences are often clearer than long sentences, which can be confusing.
- **Readability**: Short sentences make writing more accessible and easier to read.
- **Main point**: Short sentences help readers get to the main point quickly and directly.
- **Impact**: Short sentences can be striking and emphasize important points.
- **Personal tone**: Short sentences can help convey your personal tone.
- **Writing skills**: Learning to use short sentences can improve your overall writing skills.

Tips on avoiding redundancy

- Emphasize with care. Avoid phrases like ‘exactly the same’, ‘absolutely essential’, ‘extremely significant’, and ‘very unique’. Only use intensifiers that add meaning, e.g. ‘CO accounts for by far the most pollution’.
- Don’t say the same thing twice, e.g. ‘completely eliminate’, ‘end result’, ‘basic essentials’.
- Avoid double negatives, e.g. ‘not unlikely’, ‘not insignificant’.
- Be precise, not vague, e.g. use specific numbers instead of ‘many’, ‘a number of’, ‘several’, etc. Also, avoid using ‘this’ and ‘that’, but specify what you are referring to, even when it seems obvious.
- Eliminate redundant words and phrases, e.g. ‘due to the fact that’ or ‘in order to determine’.

Use active voice

One way to avoid redundancy is to use active voice instead of passive voice. Active voice means that the subject of the sentence performs the action, while passive voice means that the subject is acted upon by the action. Active voice is usually more direct, concise, and clear than passive voice, and it avoids unnecessary words such as "by" or "was". For example, instead of writing "The report was written by the team leader", you can write "The team leader wrote the report".

Avoid nominalizations

Another way to avoid redundancy is to avoid nominalizations, which are nouns that are derived from verbs or adjectives. Nominalizations often make your sentences longer and more abstract, and they can obscure the agent or the action. For example, instead of writing "The implementation of the solution was successful", you can write "The solution worked". To avoid nominalizations, you can use verbs or adjectives instead of nouns, and avoid phrases such as "the process of", "the result of", or "the effect of".

Sections of a Research Paper

The basic structure of a typical research paper includes Introduction, Methods, Results, and Discussion. Each section addresses a different objective.

1. the problem they intend to address -- in other words, the research question -- in the **Introduction**;
2. What they did to answer the question in **Methodology**;
3. What they observed in **Results**; and
4. What they think the results mean in **Discussion**.

A substantial study will sometimes include a literature review section which discusses previous works on the topic. The basic structure is outlined below:

- Author and author's professional affiliation is identified
- Introduction
- Literature review section (a discussion about what other scholars have written on the topic)

- Methodology section (methods of data gathering are explained)
- Results
- Discussion section
- Conclusions
- Reference list with citations (sources of information used in the article)

What is Word order? Give suitable examples

Word order refers to the sequence and position of words in a sentence. In English, the standard word order is subject-verb-object (SVO):

Subject: The person or object that is doing the action

Verb: The action

Object: The recipient of the action
Here are some examples of sentences that follow the SVO word order: "Henry kicks the ball, "I am cleaning the house, and "He loves the cold breeze.

Research Paper Structure

Sections	What to do?
Abstract	Write 150 words on the purpose of the study, research questions or suggestions, and main findings with conclusions.
Outline	Organize the map of the study.
Introduction	Provide the main information on the problem statement, the indication of methodology, important findings, and principal conclusion.
Literature Review	Analyze and incorporate scholarly sources on past studies.
Methodology or Materials and Methods	Explain the design of the research with techniques that are used for gathering information and other aspects related to the experiment.
Results	Present and illustrate the obtained findings.
Discussion	Review the information in the introduction part, evaluate their gained results, or compare it with past studies.
Recommendations	Propose potential solutions or new ideas based on the obtained results.
Limitations	Consider the weaknesses of the research and results to get new directions.
Conclusion	Provide final thoughts and the summary of the whole work.
Acknowledgments or Appendix	Include additional information on the research paper if it is necessary.
References	Provide and cite all used sources in the study.

Structuring Your Research Paper: Knowing the difference between abstract, introduction, and conclusion

Research papers serve as essential tools in the dissemination of knowledge and the advancement of academic disciplines. Academic papers follow a well-defined structure and format that assists readers in comprehending the content efficiently. They adhere to a well-defined structure and format, which is often referred to as IMRaD: Introduction, Methodology, Results, and Discussion. In addition to these core elements, there are three crucial components; the Abstract, Introduction, and Conclusion, which enhance the deliverance of your research rationale and findings. Understanding the nuanced functions of these sections is crucial for researchers seeking to enhance their paper's clarity, engagement, and influence in the academic and scientific community.

These three components play distinct roles in the structure and communication of a written work, be it a research paper, a thesis, a report, or an article. To write effectively, it's essential to grasp the unique functions and structure of each.

What is an Introduction?

The introduction serves as the opening of your written work, where you set the stage for what is to come. It helps to make the first impression on your readers. Its primary purpose is to provide readers with an overview of the subject matter and the context in which your work exists.

Furthermore, a well-written introduction outlines the research problem and introduces the main thesis or argument. Some journals may refer to this section as 'Background,' and in others, it might not have a separate heading.

Key elements of an introduction include:

1. Opening Sentence: A compelling hook or opening sentence that grabs the reader's attention and motivates them to continue reading.

2. Thesis Statement: A concise thesis statement that outlines the main argument, purpose, or objective of your work.

3. Background Information: Necessary background information or context to help readers understand the topic.

4. Scope and Significance: A brief discussion of what will be covered and why it is relevant or important.

An introduction should be clear, engaging, and give readers a sense of what to expect. While it provides some insight into the content, it does not delve into the details or findings of the work.

What is an Abstract?

The abstract is a concise summary of the entire document. Its primary purpose is to give readers a quick overview of the key points, methods, findings, and conclusions of the work. They are typically found at the beginning of research papers and articles and are often used by readers to determine whether they want to read the full text. It serves as a preview of the work and helps readers quickly gauge its relevance.

Key elements of an abstract include:

1. Objective: A clear statement of the research objective or purpose.

2. Methods: A brief description of the research methods or approach used.

3. Results: Summary of the key findings or results.

4. Conclusions: A concise statement of the main conclusions or implications.

These elements are usually presented in a standalone paragraph or a few paragraphs, depending on the specific journal's guidelines.

The length of an abstract varies, often ranging from 150 to 250 words, though it can be longer for some longer papers or theses. Furthermore, it also depends on the style and guidelines of the publication.

Watch this **FREE** informative webinar to learn more about writing strong abstracts and structuring your research article for publication.

What is a Conclusion?

The conclusion, as the name suggests, marks the end of your written work. Its primary purpose is to summarize and reiterate the main points and findings discussed in the body of the text.

Key elements of a conclusion include:

1. Restatement of Thesis: A restatement of the main thesis or argument.

2. Summary of Findings: A brief summary of the key findings and results.

3. Implications: Discussion of the implications of the findings and their significance.

4. Closing Thoughts: A final thought or reflection on the subject matter.

The conclusion is the final part of the paper, summarizing the key findings, their implications, and the main takeaways. In some formats, this section follows the 'Discussion' and may not have a distinct heading.

The conclusion should leave the reader with a sense of closure and a clear understanding of the key takeaways. It is not the place to introduce new information or ideas but rather to reinforce the ideas presented in the body of the work.

Briefly explain how to structure a paragraph?

Effective paragraphs are important in all types of writing. Your paragraphs guide your reader through the paper by helping to explain, substantiate, and support your thesis statement or argument. Each paragraph should discuss one major point or idea. An effective paragraph has three parts: claim, evidence, and analysis. The paragraph consists of one introduction paragraph (with the thesis at its end), three body paragraphs (each beginning with one of three main points) and one last paragraph—the conclusion .

An paragraph needs to contain:

- A topic sentence – what is the overall point that the paragraph is making?
- Evidence that supports your point – this is usually your cited material.
- Explanation of why the point is important and how it helps with your overall argument.
- A link (if necessary) to the next paragraph (or to the previous one if coming at the beginning of the paragraph)

Structure is important in academic writing becuase it helps to make your ideas clear, guides the reader's comprehension and can strengthen your arguments.

Describe the followings:

1) Plagiarism
Plagiarism is the act of using someone else’s work, ideas, or intellectual property without proper acknowledgment, presenting it as one’s own. It is considered unethical and is a violation of academic and professional integrity. Plagiarism undermines the trustworthiness of an individual and the credibility of their work. Understanding plagiarism and how to avoid it is essential for maintaining honesty in academic, creative, and professional endeavors.
2) Self Plagiarism
Self-plagiarism occurs when an individual reuses their own previously published or submitted work without proper acknowledgment or authorization. Although it may seem harmless—after all, the material belongs to the same author—it is considered unethical in academic, professional, and publishing contexts.

3) Paraphrasing

Paraphrasing is the act of rephrasing or rewording content from a source while retaining its original meaning. Unlike summarizing, which condenses ideas, paraphrasing rewrites them in a new way without reducing their depth. It is a critical skill for academic writing, research, and professional communication, as it allows writers to use information from sources while avoiding plagiarism and demonstrating their understanding of the material.

4) Abstract

An abstract is a brief, comprehensive summary of a research paper, report, thesis, or article. Its purpose is to provide readers with a quick understanding of the study's content, objectives, methodology, key findings, and significance. An abstract allows readers to determine the relevance of the work to their interests before delving into the full document.